

**TOWN OF NORTHFIELD  
BOARD OF SELECTMEN  
Minutes of January 22, 2007**

Prior to the beginning of the regular meeting, the Selectboard held a Public Hearing regarding an application to the State of Vermont for an Implementation Grant under the Vermont Community Development Program. The proposal is to apply for \$750,000 in VCDP Funds, which will be used to continue the operation of the Green Mountain Loan Fund (GMLF). Jenny Hyslop from the Central Vermont Community Land Trust (CVCLT) stated that since last spring, there have been one hundred (100) inquiries, and have assisted seventeen (17) families. Another five (5) households are in the works now. This would allow them to continue for another two (2) years. They've gotten commitments for another \$650,000. Thanks to the Town of Northfield for taking the lead on this.

There being no further comment or questions, the Public Hearing adjourned at 7:02 p.m.

- I. ROLL CALL:** Chair Donald Wallace, Selectmen Melvin Adams, Michael Demasi, Kenneth Johnson, and Roger LeClair. Also present were Manager Nanci Allard, Accounting Manager Laurie Baroffio, Clerk Samantha Baraw, Richard Suitor (Village Trustees), Jenny Hyslop (CVCLT), Jim Baraw (Northfield Ambulance Supervisor), Phyllis Murphy (Lister), Charlene Lathrop (Lister), Mike Segale (Auditor), Harry Roush (Vermont Department of Taxes), Chris Bradley (Listers), Jen Russell (Northfield Ambulance Volunteers, Inc.), Lawton Rutter (Northfield Ambulance Volunteers Inc.), and John Rahill (Black River Design)

Chair Wallace called the regular meeting to order at 7:03 p.m.

**II. APPROVAL OF MINUTES**

- a. **January 8, 2007 (Regular Meeting).** Motion by Selectman Johnson, seconded by Selectman LeClair, to approve the minutes. Item II c, should be 4-01, Selectman Demasi abstained. Also, item IV, b, 3, Mr. Roush's name is misspelled. **Motion passed 5-0-0.**
- b. **January 8, 2007 (Budget Meeting #7).** Motion by Selectman LeClair, seconded by Selectman Demasi, to approve the minutes. **Motion passed 5-0-0.**
- c. **January 11, 2007 (Budget Meeting #8).** Motion by Selectman Johnson, seconded by Selectman Adams, to approve the minutes. Greg Sanders attended the budget meeting and should be noted. Paragraph 4, motion was made by Selectman Adams and seconded by Selectman LeClair. **Motion passed 5-0-0.**

**III. APPROVAL OF BILLS**

- a. **Warrant #15-07.** Motion by Selectman Demasi, seconded by Selectman Johnson, to approve Warrant #15-07 in the amount of \$251,313.98. **Motion passed 5-0-0.**

**IV. PUBLIC PARTICIPATION**

- a. **John Rahill, Black River Design: New Municipal Facilities.** Mr. Rahill discussed the work done by the Department Heads with Black River to look at new facilities. Some of the inadequacies in the current buildings were explored. We are looking to combine Police, Fire, and Ambulance departments by attaching to the existing fire station. The proposal is a two floor building and a basement for storage. The current plan shows that there would be housing for six (6) vehicles to be under cover between the Ambulance Service and the Police Department. Ambulance volunteer Lawton Rutter was concerned over equipment and vehicle storage. His concerns were with the diesel engines in the cold and subzero temperatures, let alone the medications that are carried on-board all the Ambulance vehicles. Ambulance Supervisor James Baraw reiterated that this is a concern; there are FDA regulations on the storage temperatures on medications. Ambulance volunteer Jen Russell questioned shared space for meeting space, kitchen facilities, and overnight space. How would that work? At this point, there was space designated over the fire station that could be used for these purposes. There were concerns over where the Ambulance personnel would be parking to reach their vehicles in a timely manner. This is a first pass on this plan.

- b. **Fothergill, Segale, & Valley, CPAs: Town Audit Report.** Mike Segale represented his firm to present and explain the Auditor's Report. The opinion is that the books are in accordance with the regulations. Mr. Segale went through the report to explain what it means and how it was put together. The audit went well and there were some recommendations outlined in the letter. Motion by Selectman Demasi, seconded by Selectman LeClair, to receive the Auditor's Report. **Motion passed 5-0-0.**
- c. **Harry Roush, Vermont Department of Taxes: Vermont Mapping Program.** Mr. Roush noted that this is an opportune time for Northfield to update its tax maps, as he recently flew over to update the photos. Mr. Roush brought some sample maps to show what is available. Mr. Roush recommended that if a town is committed to updating the maps, then proceed; if not, don't waste the money. The updating costs are not extreme, approximately less than \$2000. If Northfield was to start from scratch, it would cost approx. \$25 to \$30 per parcel. There is source data available and we would only need to update.

**V. MANAGER'S REPORT**

- a. **Board of Civil Authority Appeals.** There is no update as we are still waiting for a report from the attorney.
- b. **Status Reports: Various Projects:** Manager Allard had nothing to add.

**VI. SELECTBOARD**

- a. **VCDP Grant Application Authority Resolution.** Motion by Selectman Johnson, seconded by Selectman Adams, to adopt the resolution and sign the application. **Motion passed 5-0-0.**
- b. **Approval of New Personnel Policy.** Motion by Selectman LeClair, seconded by Selectman Johnson, to approve the policy dated January 19, 2007. **Motion passed 4-0-1, with Selectman Demasi abstaining.**
- c. **Bond Anticipation Note (Fire Pumper Truck): \$150,000 @ 3.85% interest.** Motion by Selectman Demasi, seconded by Selectman LeClair, to approve the note and adopt the resolution. **Motion passed 5-0-0.**
- d. **Executive Summary: Certificate of Town Highway Mileage.** Motion by Selectman Adams, seconded by Selectman Johnson, to approve the Certificate of Town Highway Mileage. **Motion passed 5-0-0.**
- e. **Property Tax Rebates:** There was a recommendation from Town Clerk. Motion by Selectman Johnson, seconded by Selectman Adams, to use the recommended wording. **Motion passed 5-0-0.**
- f. **DRAFT 2007 Town Meeting Warning.** There is a draft of the proposed warning in packets. There will be a meeting next week to approve the warning.
- g. **Special Selectboard Meeting: January 29, 2007 (Town Meeting Warning).** There are still two (2) petitions circulating so a final version cannot be approved at this time.
- h. **Six-Month Financial Statements.** These were in the packets. There were no comments.
- i. **Vermont Coalition of Municipalities.** There was a letter from the Vermont Coalition of Municipalities asking if Northfield wanted to join. The Board is not interested.
- j. **Brown Public Library Phone Bills:** There has not been any progress on this item.
- k. **Cox Brook Dam Update.** There is no new information.
- l. **Safe-Routes-to-Schools Progress.** There has not been a meeting for a while.
- m. **Status Reports: Various Projects:** The Selectmen had nothing to add.

**VII. PUBLIC PARTICIPATION:** Non-agenda items: None.

**VIII. EXECUTIVE SESSION.** Motion by Selectman Demasi, seconded by Selectman Leclair, to go into executive session to discuss a personnel matter and a legal opinion on a property owner. **Motion passed 5-0-0.**

The Board went into executive session at 8:38 p.m.

Motion by Selectman Adams, seconded by Selectman Johnson, to come out of executive session. **Motion passed 5-0-0.**

The Board came out of executive session at 8:50 p.m.

Motion by Selectman Demasi, seconded by Selectman LeClair, to authorize Manager Allard to share the proceeds from the VLCT Wellness Program amongst the participating Municipal employees in an appropriate manner. **Motion passed 5-0-0.**

**IX. ADJOURNMENT:** Motion by Selectman Demasi, seconded by Selectman LeClair, to adjourn. Motion passed 5-0-0.

The Board adjourned at 8:55 p.m.

Respectfully submitted,

*Samantha H. Baraw*

Samantha H. Baraw, Clerk

These minutes are subject to approval at the next regular meeting.